



Office of the Secretary of State
Corporations Section
P.O. Box 13697
Austin, Texas 78711-3697

STATEMENT APPOINTING AN AGENT

The undersigned entity, pursuant to applicable law, hereby appoints an agent authorized to receive service of process and provides the following information:

1. The undersigned entity is: (Check one)
 - ☐ a Texas financial institution, filing pursuant to section 201.103, Finance Code;
 - ☐ an unincorporated nonprofit association, filing pursuant to section 12(f), Texas Uniform Unincorporated Nonprofit Association Act; or
 - ☐ a defense base development authority, filing pursuant to section 378.004(b), Local Government Code.
2. The name of such entity is _____
3. A. ☐ The federal tax identification number of the entity is _____
- B. ☐ The entity does not have a federal tax identification number at this time. Upon receipt of its federal tax identification number, the entity will notify the secretary of state of its number. (Check 3B if applicable.)
4. The address, including the street address, of the principal office of the entity is _____

5. The name of the person authorized to receive service of process on behalf of the entity is _____ and that person's street address in Texas is _____

6. As evidenced by the signature below, the person appointed as agent to receive service of process accepts the appointment made by the undersigned entity.

Name of the entity

By _____
Signature of Authorized Officer

Appointment as Agent Accepted

By _____
Agent for Service of Process

Date: _____

INSTRUCTIONS

1. **TEXAS FINANCIAL INSTITUTION:** The statement appointing an agent for service of process filed by a Texas financial institution must be signed by an authorized officer of the institution.
UNINCORPORATED NONPROFIT ASSOCIATION: The statement appointing an agent for service of process must be signed by a person authorized to manage the affairs of the nonprofit association, or if the person is a corporation or other legal entity, by an officer or other duly authorized representative of the corporation or other legal entity.
DEFENSE BASE DEVELOPMENT AUTHORITY: The statement appointing an agent for service of process filed by a defense base development authority must be signed by an authorized officer of the authority.
2. **APPOINTED AGENT:** The statement also must be signed by the person named as the entity's appointed agent, or if the appointed agent is a corporation or other legal entity, by an officer or other duly authorized representative of the corporation or other legal entity. An agent must be an individual resident of this state; a domestic corporation, limited partnership, partnership, limited liability company, professional association, cooperative, or real estate investment trust; or a foreign entity registered with the secretary of state to transact business in Texas. (Please note that the secretary of state may not be designated as the entity's agent. In addition, the entity may not serve as its own appointed agent.)
3. The address of the appointed agent in item 5 must include a street address; an address consisting of only a post office box is not acceptable. The purpose of this requirement is to provide the public with notice of a physical location at which process may be served on the appointed agent.
4. Two copies of the form along with the applicable filing fee should be mailed to the address shown in the heading of this form. The delivery address is James Earl Rudder Office Building, 1019 Brazos, Austin, Texas 78701. We will place one document on record and return a file stamped copy, if a duplicate copy is provided for such purpose. The telephone number is (512) 463-5555, TDD: (800) 735-2989, FAX: (512) 463-5709.
5. The filing fee for a statement filed by a Texas financial institution or an unincorporated nonprofit association is \$25. No fee is assessed for a filing by a defense base development authority. Personal checks and MasterCard®, Visa®, and Discover® are accepted in payment of the filing fee. A check or money order must be payable through a U.S. bank or other financial institution and made payable to the secretary of state. Fees paid by credit card are subject to a statutorily authorized processing cost of 2.1% of the total fees.
6. The statement appointing an agent for service of process should be amended if the information contained in the statement needs correction or has changed. (Form 707)
7. This form is designed to meet minimum statutory filing requirements; no warranty is made regarding the suitability of this form for any particular purpose. This form and the information provided are not substitutes for the advice of an attorney.